

HORMEAD PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 16 February 2012 in the Meads Pavilion at 8pm

PRESENT: Cllr Robb Denham (RED), Chairman; (EC); Cllr Elaine Harding (EH); Cllr John Kilby (JK)

Clerk: Colin Marks

District Cllr Rose Cheswright, Rev Carol Kimberley, and four other members of the public

Due to the Village Hall being double booked, the meeting was reconvened in the pavilion and consequently started at 8.20pm. The Chairman apologised for the confusion, inconvenience and late start.

ACTION

12.022 Apologies for absence

- 1. Councillors:** Cllrs David Ginn and Geoff Abbey
- 2. Other Councillor absences:** None
- 3. Others:** None

12.023 Declarations of Interest

Cllr Kilby and Cllr Harding: personal interest in respect of the Village Hall;
Cllr Denham: personal interest in respect of the School
Cllr Kilby raised an objection to the Note printed on the Agenda, making the comment that the Charity Commission Code of Conduct overrides the Council Code, thereby requiring first allegiance.

12.024 Minutes of Parish Council Meeting 12 January 2012

Various suggestions were discussed but none were agreed. Following a vote, it was **RESOLVED that the Minutes of 12 January 2012 be accepted as a true and accurate record: 1 for, 1 against, 1 abstention; motion carried by the Chairman's casting vote.**

12.025 Chairman's Announcements

The Chairman said that Rev Carol Kimberley was leaving the Parish in March and, on behalf of the Council, he expressed appreciation for her contribution to the community and interest in Parish affairs during her tenure. He said she would be greatly missed and wished her and her husband well for the future.

12.026 PCSO Report: PCSO Higham was not present to make a report.

Adjournment for public comments

Following discussion, it was **RESOLVED that the meeting be suspended to allow public comments.**

Rev Carol Kimberley asked who were the trustees of the Village Hall. Cllr Kilby declined to answer, but said she could contact him or look on the website, to which Rev Kimberley replied that she thought it could be

answered publicly. As the details are in the public domain, the Chairman then gave the names of the trustees, who are John Kilby, Marty Kilby, Sheila Beetles, Trudi Weber, Chris Rogers, Jo Rogers, Steven Hume, Mandy Irons, Elizabeth Collery, David Ginn.

12.027 Internal Administration

The Chairman said the revised Standing Orders would reflect any relevant points that Simon Drinkwater makes on his visit on 23 February.

RED

12.028 PLANNING

1. Planning Applications

3/11/1164/FP & 1165/LB White House Lodge, Hare Street

Alterations to windows, additional porch, and internal alterations

No objections

Clerk

2. Decision Notices

3/11/1946/FP & 1947/LB Great Hornead Bury

Single storey annexe and basement (amended scheme)

PERMISSION GRANTED SUBJECT TO CONDITIONS

3/11/1563/FP Great Hornead Bury

Swimming pool and enclosure

PERMISSION GRANTED SUBJECT TO CONDITIONS

3/11/2057/FP Elm Side, Horseshoe Lane

Detached open cart Lodge

PERMISSION GRANTED SUBJECT TO CONDITIONS

3/11/2128/FP Three Jolly Butchers, Hare Street

Proposed brick/flint wall to north and west boundary

PERMISSION REFUSED: Wall too high for its street location and would be prejudicial to highway safety by obscuring sight lines.

3/11/1935/FP Layston Farm, Hare Street

Siting of two residential caravans

PERMISSION REFUSED: Proposed development is within the Rural Area and does not meet the specified purposes criteria, thereby harming the character and appearance of the Rural Area.

3. Other Planning matters

11/02146/1CM: The Clerk advised that the Nuthampstead Shooting Range Committee meeting will not take place on 28 February as previously advised, due to further information needing to be submitted. The meeting, when held, will be at County Hall. The Clerk will keep the Council informed.

Clerk

12.029 Neighbourhood Plan

The Chairman said he hoped the outline plan would be available for discussion at the March meeting. The Clerk issued members with copies of the CPRE/NALC *Guide to Neighbourhood Planning* booklet.

**RED
Clerk**

12.030 FINANCE

1. The report of the Council's finances for the period 30 December 2011 to 27 January 2012 was received (Appendix A).

Finance Summary:	£
Opening available balance 30/12/11:	11,056.80
Plus income to 27/1/12:	300.00
Less expenditure to 27/1/12:	<u>1,477.91</u>
Available to Council:	<u>9,878.89</u>

(Reconciled with bank statement 315):

It was **RESOLVED that the Accounts Statement be accepted.**

2. The list of orders for payment was presented for authorisation to be signed (Appendices B1 and B2).

It was **RESOLVED to approve the invoices presented for payment.**

It was agreed to defer the signing of cheques to the end of the meeting.

Clerk

12.031 Correspondence

The list of correspondence was received (Appendix C). Items arising:

1. It was noted that Cllr Elizabeth Collery had tendered her resignation from the Parish Council.

2. Concerning emails between the Clerk and Rev Carol Kimberley regarding Benefice information on the PC website, the Clerk confirmed that he had received all the information and that the website was now up to date.

Other matters were dealt with elsewhere on the Agenda.

12.032 Special Interest Groups Reports

1. **Village Hall.** VHMC Secretary Mrs Kilby had submitted a written report on activities to the Parish Council, but the Chairman said it was unauthorised and therefore it was not being received.

2. **Highways.** Cllr Abbey sent a report that the footways to the school had been cleared back to their original width. The question of dealing with potholes on the B1368 was raised. The Clerk said there was a phone number that members of the public could use to report them and that, provided the size of the hole met Herts Highways criteria, it would be filled. The Clerk to liaise with Cllr Abbey and if the reporting procedure is still operational, the phone number to be advertised, including in the Newsletter.

**Clerk
GA**

3. **Footpaths and Byways.** No report.

4. **Website.** The Clerk said the new website is now being updated on a weekly basis.

Clerk

5. **School.** Nothing to report

12.033 Meads: The following matters were considered:

1. Play Area Repairs update. The Clerk reported that all work had been completed with the exception two items: 1) the roundabout: the new bearing had not arrived from the supplier. Once fitted, the ground

beneath it would be levelled to comply with the RPII report. 2) The filling of the wood splits would be deferred until the drier spring weather, when they will have opened up again. These have been agreed with East Herts who will inspect the completed works before releasing the grant, which will be 50% of cost, ie approx £750. The invoice from Broadmead was presented for approval in order that the grant can be recovered this financial year. Broadmead had also offered to leave approximately half a ton of topsoil left over from the levelling, which the Clerk had accepted.

Clerk

2. Pavilion electrics. The Clerk reported that all work had been completed and checked. The invoice and certificate were expected shortly.

Clerk

3. Disabled Access to pavilion. The Clerk reported that he had held a site meeting with Broadmead Leisure to assess the problem and how to best resolve it. Discussions were ongoing and he would report back to Council in due course.

Clerk

4. Car parking on the B1038 and B1368. This was discussed at the meeting with the Hares on 16 January. HH are looking at alternatives but it is unclear at present what those might be. It was reiterated that cars parked across the pavement create difficulties and danger for pedestrians – especially for parents with children in prams or pushchairs.

5. Fencing. The Chairman reported that barbed wire fencing remains in places around the perimeter of the field. Because it is dangerous, he suggested the Council write to the owners asking them to remove it. There might be implications if the Council took no action.

**RED
Clerk**

6. Disclaimer Signage. Broadmead Leisure provided prices and suggested wording for three signs for consideration: 1) A warning sign for the river, 2) a warning of uneven ground on the fields, and 3) a warning/disclaimer sign for the Play area. Cllr Kilby said he thought signs that stated the obvious were unnecessary, but the Chairman said there was an obligation to warn all users of potential risks. Standing Orders were suspended while Parishioner Simon Hossack offered to produce some laminated signs at a fraction of the cost and place them at agreed locations. The Chairman proposed that the Hares be consulted before a final decision is made, and it was suggested the words At Your Own Risk be added to the Play area signs. To be reconsidered at next meeting.

**RED
Clerk**

7. Pest Control. The Clerk presented a Risk Assessment of the Meads. There was discussion as to whether the damage caused by rabbits and other wildlife posed a health and safety threat to users, and what, if any, reasonable action should be taken. The Chairman proposed the matter be left open to further debate at a later date.

8. Locks, keys and keyholders: There is still no definitive list of known keyholders. It is recognised that the Hares have access to the Meads at a level not afforded to other parishioners. To be discussed further with HH.

**RED
Clerk**

9. Contract renewals: The Hares contract comes up for renewal in July and needs to be resolved quickly. Contracts for services also need to be reviewed. The Clerk to provide information for consideration.

Clerk

10. Other matters: None

12.034 Hormead Hares Football Club

Cllrs Denham, Ginn and Kilby and three members of the football club attended the meeting on 16 January. The Hares are looking for a 25-year lease in order to get a substantial grant (£500k+) from Sport England for the development of the club and facilities at the Meads. The Chairman reported that HH were very keen to pursue the grant and that he was waiting for their detailed proposal. He was, however, concerned that if the 25-year lease and subsequent development were to go ahead, the amenity of the Meads would be lost to other residents.

The main inducements for granting the lease would be funding for a fully refurbished pavilion, new play equipment, and anything the school or wider community might need. Since no decision can be made until the Hares have produced a full and formal proposal, the Chairman will follow up and report back to Council.

RED

12.035 Insurance

To be reviewed following the submission of the Risk Assessment to the insurers.

**RED
Clerk**

12.036 Queen's Diamond Jubilee

1. Cllr Ginn sent a report saying that Bury Farm is confirmed as a location for the beacon, and that a hog-roast is being arranged. He is seeking help and sponsorship for the event, and to this end will advertise in the Newsletter.

The Chairman said that he had asked the VHMC if they would consider combining their plans with those of the Parish Council to make the celebration a joint community event.

DEG

2. Commemorative Mugs: The Council considered providing every child attending the school with a Diamond Jubilee mug. The Chairman had ascertained there are 54 children on the roll. The Clerk provided a brochure showing different styles available from the Running Imp company, and presented the various cost options on a spreadsheet. It was agreed that since the minimum quantity for bespoke wording was 72, a standard version would be most appropriate, and it was agreed to include a presentation box. The Chairman to liaise with the school.

**Clerk
RED**

3. QEII Fields: The Clerk was asked to circulate more information about the award, and what are the implications for the Meads' use.

Clerk

12.037 Councillor Training evenings

1. Simon Drinkwater on the Code of Conduct: Cllr Kilby offered the use of the Village Hall OHP screen for a PowerPoint presentation.

2. Carina Helmn on Councillor Training: Clerk to arrange dates following Simon Drinkwater's training evening.

**ALL
JK
ALL
Clerk**

12.038 Casual Vacancy

1. The Clerk reported that no applications for co-option had been received.

2. The Clerk has requested the statutory poster from EHC following Cllr Collery's resignation, but this had not yet been received. **Clerk**
Clerk's note following the meeting: The EHC poster has now been received and was posted on the four Parish Council notice boards on 21 February. The deadline for 10 parishioners to request an election is 15 March **Clerk**

12.039 Items for future agendas

- 1. To consider joining the new standards regime once EHC have submitted their proposal.
- 2. To reconsider the dates and venue for future Parish Council meetings due to the 3rd Thursday of the month clashing with Gardening Club meetings in the Village Hall . **Clerk/ALL**
- 3. To consider producing a Neighbourhood Plan (see 12.029 above). **Clerk/ALL**
- 4. Meads warning/disclaimer signs, fencing and pest control (see 12.033 above) **Clerk/ALL**
- 5. Contract renewals (see 12.033 above) **Clerk**

12.040 Date of Annual Parish Meeting (May)

To be decided once dates for Parish Council meetings have been agreed.

12.041 Date of next meeting

Thursday 16 February at 8pm. Venue to be confirmed. **Clerk**

There being no further business, the meeting closed at 10.05 pm.

Signed **Dated**